

MINUTES
TOWN MEETING
August 7, 2017
Emmitsburg Town Office

Present: Mayor Donald Briggs; Commissioners: Glenn Blanchard, Elizabeth Buckman, Joseph Ritz III, Clifford Sweeney, and Tim O'Donnell, President. *Town Staff:* Cathy Willets, Town Manager; Madeline Shaw, Town Clerk; and Amy Naill, Code Enforcement Officer. *Other:* Deputy Ben Whitehouse and Maryland Delegate Kathy Afzali.

Absent: None.

I. Call to Order

Commissioner Tim O'Donnell, President of the Board of Commissioners, called the August 7, 2017 Town Meeting to order at 7:30 p.m. EST. Pledge of Allegiance was recited. Future meetings and upcoming election dates were reviewed.

II. Meeting Items

Approval of Minutes

The Minutes of the July 10, 2017 Town Meeting were approved as presented. Motion by Commissioner Buckman, second by Commissioner Ritz III. Vote: 5-0 in Favor.

Police Report:

Deputy Whitehouse presented the Police Report from July 2017 (exhibit attached). Deputy Whitehouse mentioned there was 50 traffic stops with 64 violations, six collisions of which two needed to be recorded, one shed burglary, and one theft that occurred at the Flat Run Bridge project. The two destruction of properties occurred on vehicles. The noise complaints were all firework related. He also added there were fourteen 9-1-1 calls. For special events, the deputies were present at Emmitsburg Summer Concert Series and the Block Party in Community Park. The deputies assisted the Narcotics Task Force with a search warrant on DePaul Street. There was a small vehicle chase in Town that is still being investigated. The drug box in the Town Office was emptied. Deputy Whitehouse concluded by stating there were six emergency evaluations for suicide threats. Commissioner Buckman asked if the fourteen 9-1-1 calls were for suspicious activities. Deputy Whitehouse explained they were not, but if they were, they would be recorded under the suspicious activities/suspicious persons section of the Police Report. Commissioner O'Donnell asked if any of the accidents were related to construction. They were not. Commissioner O'Donnell asked about the vehicle chase. Deputy Whitehouse clarified the event started off as a disturbance in the Jubilee parking lot and the driver took off when he turned his police lights on. He explained he was called off the chase, which is why the chase was brief. Commissioner Ritz III thanked the deputies for their presence at the recent town events.

Town Managers Report:

Cathy Willets, Town Manager, presented the Town Manager's Report from June 2017 (exhibit attached). Ms. Willets mentioned staff repaired/rewired two street light poles (one related to the State Highway Administration (SHA) project, one unrelated), put a new LED light on the Doughboy Statue flag pole, put flags on every other streetlight pole from Federal Avenue to Jamison Street, put farmers market banners on the streetlight poles. Staff has been marking utility lines daily for the SHA sidewalk project and the 10' water line at the SHA Flat Run Bridge project. Four invoices have been submitted to sidewalk project contractors for 2 damaged street lights and 2 damaged water lines. There will be another invoice submitted for the contractor hitting a street light conduit and pulling out the wires. New commercial locks were installed on the restrooms at Memorial Park. A contractor removed trees, shrubs, seeded and mulched in Community Park between ball fields #1 and #3. The contractor also removed two trees and grinded the stumps in Memorial Park. The old wood fence with a wire is being removed in Community Park and replaced with a wood fence. A local Boy Scout troop has volunteered to paint about 50 fire hydrants in Town in September. Rainbow Lake is at spillway level, and the wells are an average of 6.25 feet below their May 2011 levels. Staff shut down well #4 and started utilizing well #5. The leak detector specialist has finished searching for leaks in Town. Two significant leaks were determined on DePaul Street and South Seton Avenue. A new receptor has been installed on the LG Sonic Algae Control System that is on Rainbow Lake, and the system is now transmitting the data and modifying output to prevent more algae. There is still a glitch with reading the temperature, which the company is working to fix. She added 2.2 inches of precipitation were received in June, but there is now a deficit of 2.52 inches. There were no spills of untreated sewerage and the Waste Water Treatment Plant (WWTP) did not exceed its capacity during the month of June. Ms. Willets also mentioned Dan Fissel, Sewer/Water Superintendent, now has his waste water five license. The Rip Rap is about 1/3 completed, and another 1/3 will be completed later in the year. The Board had no questions for the Town Manager.

Note: Agenda was re-arranged in consideration of the Town's guest speaker Delegate Kathy Afzali.

Administrative Business:

- **Guest Speaker: Maryland State Delegate Kathy Afzali:** Delegate Afzali handed out copies of the fiscal year (FY) 2018 Frederick County funding per the State of Maryland, introduced herself, and thanked the Town for letting her attend Community Heritage Day in June 2017. She highlighted several areas of the Frederick County funding for FY 2018, which she mentioned is used throughout various parts of the County. She expressed sympathy on the Highway User Revenue Tax concern, but stated the revenue is replacing the lost funding from when a previous Governor allotted highway funding to other non-highway areas. She explained a new bill was recently passed that does not allow a Governor to remove highway funds without two-thirds approval from the legislator. Delegate Afzali mentioned there is matching bond funding in Frederick County for nonprofit groups to use on various community projects. Delegate Afzali gave the Board and audience members her cell phone number (301-524-7417) to contact about any community needs. Commissioner Buckman inquired about getting funding to renovate Emmitsburg Elementary School. Delegate Afzali explained the County determines the school funding priorities. Commissioner O'Donnell presented a "grocery list" that included four items: pedestrian linkage from Emmitsburg to Mount St. Mary's (MSM), adding more transit linkage options between the Town and Frederick, bringing more science, technology, engineering and mathematics (S.T.E.M) businesses to Emmitsburg, and increasing nonprofit funding. Delegate Afzali asked if any progress has been made on these items as they were presented to her in prior years, and what dilemmas existed. The Mayor explained there was not enough funding for the pedestrian linkage and the best pedestrian route had not been determined yet. Delegate Afzali encouraged the Board to create a vision, then to reach out to various funding options such as Department of Natural Resources (DNR), Project Open Space, and delegates. She encouraged the Town to start initiating the pedestrian trail first, then to pull other volunteers and organizations on board. She explained it's easier for a local government body to get moving instead of waiting on the State. Commissioner Buckman expressed concern over the title one funding being taken from Emmitsburg Elementary School and allotted to a school in downtown Frederick instead. Delegate Afzali encouraged Commissioner Buckman to call her and discuss the school funding concerns, but she mentioned again that she cannot control the County. Commissioner O'Donnell gave Delegate Afzali the "grocery list" of items.

Town Planners Report:

Cathy Willets, Town Manager, presented the Town Planner's Report from June 2017 on behalf of the Town Planner, Susan Cipperly (exhibit attached). Ms. Willets mentioned Ms. Cipperly attended the recent Planning Commission Meeting, and she is working with the SHA on the flat run bridge project, sidewalk project, and square project by attending progress meetings, ensuring public notifications are made, and coordinating no-parking zones. The Sustainable Communities renewal application, which is a 5 year program, was submitted on July 19, 2017. Ms. Cipperly has been working with the Town Clerk, Madeline Shaw, on becoming certified as a Tree City USA Town, which would require planting some trees. Ms. Willets concluded by stating the Town Planner has also been working on the Seton Center plans and appropriate zoning/permitting. Commissioner Ritz III inquired about the needed Maryland Department of the Environment (MDE) permit application for the Emmitt Gardens playground. Ms. Willets explained the Town is waiting to hear back from the State. In reference to prior Town Meeting inquires, Ms. Willets also informed Commissioner Ritz III that the pine trees near the proposed playground site in Emmitt Gardens are not on Town property and therefore cannot be removed. She added that the power company does trim them periodically. Commissioner Ritz III requested to work with Town staff on sending a friendly letter to the owner of the trees to possibly have the trees removed.

Commissioner Comments:

- **Commissioner Buckman:** She expressed appreciation for all the work done in getting Town event information out to residents, and she expressed a desire to get more information out to people who do not have internet access. Commissioner O'Donnell asked which events will be included in the new quarterly water bill newsletters. Ms. Willets explained only Town sponsored events and important public information. Commissioner Sweeney added Emmitsburgevents.com can be used to advertise non-Town sponsored events.
- **Commissioner Ritz III:** He thanked the families that attended the recent summer concert series and Carolyn Miller and Martin Miller for organizing the whole event. He also thanked Christ Community Church for organizing many local events such as the Back to School event at the beginning of August.
- **Commissioner Sweeney:** He thanked all the citizens and businesses for donating to the Community Heritage Day fireworks. He stated a down payment was put on the 2018 Community Heritage Day fireworks already.
- **Commissioner Blanchard:** He recently attended the Town's first National Night Out event on August 1st. He thanked the deputies and Vigilant Hose Fire Company for attending the event, and he also thanked Town staff for their hard work in putting the event together.
- **Commissioner O'Donnell:** He congratulated the Thurmont Little League, which has five Emmitsburg players on the team, in making it to nationals. He asked Ms. Willets about noise ordinances in Town and what ordinance the Town follows. Ms. Willets clarified the Town only has a disturbing the peace ordinance in the Town Code, so the deputies follow the noise

ordinance guidelines of Frederick County. She added there is no delineation between noise and nuisance right now. Commissioner O'Donnell mentioned a Town resident had recently inquired about the subject. He thanked the volunteers that came out to the trail day on Saturday August 5th. He thanked Pastor John and Christ Community Church for the Back to School event.

Mayor's Comments:

Mayor Briggs attended numerous meetings in July 2017. Mayor Briggs mentioned he attended the Summer Concert Series, Block Party, July 24th Planning Commission Meeting, the Back to School event (put on by Christ Community Church) on August 5th, and National Night Out on August 1st. He also met with the Boy's and Girl's Club Director, and the Chairman of the Frederick County Solid Waste Steering Committee (John Daniels). He was interviewed by the Roger Wilson show, and had meetings with Mount St. Mary's University (Joseph Lebherz) on Town updates, Matan Inc. on industrial development in Town, and the Thurmont Mayor Kinnaird on adding more transit stops to Town. Mayor Briggs added on November 6th Timothy Trainor, the new President of Mount St. Mary's University, will be attending the Town Meeting. He explained the Health Department finally approved the Community Pool permit, which should be completed in May 2018. Mayor Briggs also stated the Town is applying for the Community Parks and Playground (CP&P) Grant to build a multi-use soccer field behind the Town office. Commissioner Ritz III asked if the multi-use soccer field will be open for public reservations. Ms. Willets explained the location of the field is on the property of Emmitsburg Elementary School, but the Town has an agreement with the Frederick County School Board to use the field outside of school hours. The Town would have a reservation form that is similar to the ball field reservation form. Sports such as soccer, field hockey, lacrosse, rugby, etc. can be played on the field. The field will be natural turf. Delegate Afzali mentioned there is DNR money that is available for park upgrades that is not currently being used. She explained the applications are long, but she was recently told there is money available. Commissioner O'Donnell asked if there was any other un-tapped funding. Delegate Afzali stated she would need more specific details. Commissioner Buckman inquired about funding for a possible Boys and Girls club, which would require about \$140,000 to get the program started. Delegate Afzali encouraged Commissioner Buckman to call her to brainstorm solutions.

Public Comments:

None

Consent Agenda:

The Board discussed Patrick Boyle's plans to step down from the Planning Commission at the end of 2017. Commissioner Sweeney suggested making Wayne Slaughter an alternate on the Planning Commission because Mr. Slaughter expressed interest. The Board would like Wayne Slaughter on the consent agenda at the next Town meeting. The Board agreed to reappoint Mr. Boyle and Mr. Howard with the same motion.

Motion: Motion to reappointment Patrick Boyle and John Howard to the Planning Commission for their respective terms. Motion by Commissioner Ritz III, second by Commissioner Buckman. Vote: 5-0 in Favor.

Treasurer's Report:

Commissioner Blanchard presented the Treasure's Report for July 2017 (exhibit attached). He mentioned the operating balance going forward is \$4,944,907. Commissioner Ritz III asked if the note in the agenda packet under the Cash Activity Report ("due to software malfunction, the report will be presented at the meeting") is related to the online water bill payment system being unavailable. Ms. Willets stated yes and explained the Town's server crashed because of its age and all the data had to be configured to the new server. She added the new server is almost completely configured.

Planning Commission Report:

Commissioner Sweeney presented the Planning Commission Report from July 2017 (exhibit attached). Commissioner Sweeney mentioned the Planning Commission voted to approve the B2 Zoning Text amendment that was discussed in a prior Town Meeting. There will be a public hearing on the matter before the item is brought to the Board for a final vote. The Board had no questions for Commissioner Sweeney.

II. Agenda Items

Agenda #1- National League of Cities (NLC) Service Line Warranty for Consideration: Ashley Shiwarski with Utility Service Partners, Inc. presented the National League of Cities (NLC) Service Line Warranty for consideration. Commissioner O'Donnell mentioned he completed some research on the organization. He contacted Santa Fe, San Diego and Dale City. The main concern he uncovered was only one local plumber being used for service calls. He added his research on the Better Business Bureau revealed miscommunication between the home owner/insurer and dissatisfaction with the contractor. His main concerns are the

Town would be advocating for one insurance organization, and stewardship in relation to the revenue stream fee. In conclusion he stated the service looks valuable, but he is not sure if the Town should endorse the organization as the Town would be drawn into any problems as an endorser. Commissioner Buckman asked if there are any other insurance organizations similar to the NLC. Commissioner O'Donnell is not aware. Commissioner Buckman asked if there were any other Maryland municipalities that use the program. Ms. Willets stated she reached out to Thurmont and Taneytown Maryland. She explained both places were in the beginning stages of the program, and Jim Humerick, Chief Administrative Officer for Thurmont, had the same concerns of endorsing only one company and if there would be any confusion over who is responsible for the program since it's promoted on Town letter head; however, the Town worked through the problems and many residents seem to like the program. Commissioner O'Donnell asked if a resident did not like their plumber and went outside of the NLC network if they would get reimbursed. Ms. Shiwarski explained no, but NLC tries to get 2-3 plumbers locally and the organization already has some licensed plumbers in Thurmont. NLC encourages the Town to provide a list of local plumbers, but any plumbers must meet the qualifications of passing a drug test, passing a background check, having proper insurance, no open Better Business Bureau complaints, proper licensing, and they must agree to call any residents within one hour and be at their home within 24 hours when a complaint is filed. Ms. Shiwarski informed the Board that these requirements often deter local businesses from participating. Commissioner O'Donnell expressed dissatisfaction for the Town having to provide a list of local contractors as it puts more burden on Town staff. Ms. Shiwarski explained the Town providing a list is optional.

Commissioner Ritz III asked if the Town could be provided a list of already approved plumbers for Thurmont and Taneytown. Ms. Shiwarski will get the Board a list. Commissioner Ritz III asked if there was another fee involved where the Town gets money upfront. Ms. Shiwarski stated there is no compensation aside from the monthly compensation. Commissioner Ritz III asked who Maryland Municipal League (MML) is paying to have access to the NLC mailing lists. Ms. Shiwarski clarified NLC pays MML \$10,000. Commissioner Ritz III asked if Home Serve United Kingdom (NLC's parent company) was affiliated with Home Serve U.S.A. He mentioned he read an article in the Washington Post dated September 10, 2016 that stated Home Serve paid money to the Maryland Consumer Protection Agency because residents were tricked into signing up for a Home Serve plan they might not have needed. The article also stated there was a larger class action lawsuit in New Jersey for a similar situation. Ms. Shiwarski confirmed the parent company is Home Serve U.S.A., and she clarified that Home Serve and NLC were the main competitors in the field and Home Serve purchased NLC in July 2016. She stated Home Serve mainly worked with larger utility companies, where as NLC works with municipalities. She added NLC would only market through the Town with Town approval. Also, the Home Serve litigations occurred from the organization mailing to the residents without a partnership. As of July 2016, the company stopped sending mailings without a partnership. Commissioner Ritz III asked about Policy 2017-03, which the Board will be discussing later, and what part of the sewer line residents are currently responsible for. Ms. Willets explained the new policy would replace Policy 2012-01 because there is unclear guidelines on what residents are responsible for and what the Town is responsible for. Commissioner Ritz III noted the coincidence of voting on the NLC warranty program and discussing the Title 13 ordinances, which Ms. Willets stated was only coincidence because Town staff has been working on the ordinances for months. Commissioner Ritz III concluded by stating his apprehension for the program because of the resident frustration over the most recent lagoon storage contract.

Commissioner Sweeney estimated 70% or more of the Town would benefit from the contract because most of the Town cannot afford lateral sewer repairs. He concluded by stating he supports the program. Commissioner O'Donnell responded by restating his concern of endorsing one single organization and mentioning a worry of residents paying money to the organization and it not existing someday, which would leave the resident with no options. Commissioner Sweeney reminded the Board that the program is completely voluntary for individuals and a person can cancel at any time. Ms. Shiwarski added the warranty is month-to-month. There was discussion over where the excess revenue should go. Commissioner O'Donnell expressed a desire for the Town to have a grant fund that residents can use to fix plumbing problems. Ms. Willets cautioned the Board on putting the money aside to fund resident repairs because it would be difficult to determine who should get the funding and putting too much extra work on Town staff. She suggested soliciting public comment. There was discussion about putting the warranty on the September 26, 2017 ballot as a referendum. The Board expressed a desire to add the warranty as a referendum. Mayor Briggs shared his experience with having problems with his sewer line in the past. He encouraged the Board to support the warranty because it would ease the burden on the elderly population. Commissioner O'Donnell summarized his findings on the Better Business Bureau website again: unclear communication, dissatisfaction with the plumber, and dissatisfaction with the service. He encouraged the Board to read the same comments he did by googling "USP" and "service line warranty." Commissioner Ritz III asked if NLC can guarantee replacement of terracotta piping. Ms. Shiwarski clarified that most of the piping the organization works with is terracotta. She added NLC acts on the recommendations of the contractor, and there is no incident limit so customers can call as many times they need and still be eligible for the \$8,500 towards each repair. Commissioner Buckman inquired about how the program works with rental properties with multiple dwelling units in a building. Ms. Shiwarski stated a property owner can purchase the program as long as there is a single service line, and landlords seem to favor the program because it gives them a peace of mind and helps cover service line costs. The Board discussed getting public feedback. Commissioner O'Donnell asked if residents can still enroll if the Town does not partner with the program. Ms. Shiwarski added residents cannot.

Commissioner O'Donnell asked the Board if they wanted a referendum or Board vote, which the Board discussed. The Board determined to hold a separate public meeting in October 2017 without a referendum to inform the public of the service line warranty and see if anyone is interested. There was discussion over how to inform the public of the meeting. Commissioner Sweeney requested Ms. Shiwarski give a presentation and bring literature to handout. Ms. Willets confirmed October worked for Town staff.

Agenda #2- Appointment of Election Judges: Mayor Donald Briggs recommended Sharon Hane, Charlotte Mazaleski, Barbara Weedon and Julie Holmes as the Election Judges from the 2017 Election. Mayor Briggs mentioned Sharon Hane, Charlotte Mazaleski, and Barbara Weedon are experienced Election Judges that have been the Town's election judges in the past. He mentioned Julie Holmes is a new judge that lives on DePaul Street and would serve as the alternate judge.

Motion: - Motion to approve Sharon Hane, Charlotte Mazaleski, Barbara Weedon, and Julie Holmes as Election Judges for the 2017 Elections.

Motion by Commissioner Buckman, second by Commissioner Ritz III.

Vote: 5-0 in Favor.

Agenda #3- Ordinances to Amend Title 13 Public Services for Discussion: Cathy Willets, Town Manager, mentioned she holds monthly department head meetings with Town staff, and these meetings brought the needed changes to her attention. One of the main concerns of staff is procedure guidelines are not written. Ms. Willets expressed her desire to record these guidelines so residents and Town staff could be protected. She explained the items addressed are based on the main problems Town staff encounter. She then reviewed the proposed ordinances.

- *Proposed Ordinance 17-05:* Ms. Willets explained this ordinance would amend Title 13, Section 13.04.060 of the Emmitsburg Municipal Code. She explained the Town currently replaces and provides water meters at the Town's expense, but often times property owners are neglectful of their water meters by letting the meters freeze and then the Town has to pay for the replacement. She summarized the new ordinance would require property owners to be accountable for neglect and pay for replacement of neglected meters. Ms. Willets also mentioned the Town attorney reviewed all the proposed ordinances and recommendations. Commissioner Ritz III asked if the new wording means the owner would have to pay for a similar sized meter replacement or spend more money on an upgrade. Ms. Willets clarified the owner would be expected to pay for a similar replacement. Commissioner Buckman asked what constitutes neglect. Ms. Willets explained water meters are usually located in the basement, and neglect occurs when an owner doesn't heat their basement or stacks boxes near the meter that causes damage. She noted most of the neglect occurs from freezing when a resident doesn't heat their basement. Commissioner O'Donnell asked the Board if the language should be modified in any way. There was no recommendation to modify the language. Commissioner O'Donnell stated the Board will vote on the ordinances next meeting because the agenda item was labeled as "Public Services for Discussion" not "Public Services for Consideration."
- *Proposed Ordinance 17-07:* Ms. Willets explained this water ordinance was written by John Clapp, Town Attorney. She mentioned all the changes under this ordinance align with the Maryland Code, Environmental Article, *Section 9-724 (c)* which creates mandated procedures on how municipalities can bill on their water and sewer lines. She stated section C was removed because Mr. Clapp created a new section that relates to the collection of charges. This ordinance also establishes property owners, or property management companies (at the request of the property owner), as being the only people that can have a bill mailed to them because there is only legal recourse on property owners. Commissioner Ritz III asked if this means a larger property manager would receive all the bills for their tenants. Ms. Willets replied the ordinance would only allow property owners and property management companies (at the request of the property owner) to receive the bills. She added tenants have never received the bills because the property owner is legally responsible for the bill, and the Town billing system can only generate one bill for each service address. There was an informative discussion over outstanding bills going to Frederick County and becoming liens on the property, which is the current procedure. Commissioner Buckman asked what was changed. Ms. Willets replied nothing was, except this new ordinance would allow a property owner to come in annually and designate a property management company to receive the bill. Commissioner Ritz III expressed concern over a recent property owner that spoke at a Town meeting and asked if tenants could be sent the water/sewer bills. Commissioner O'Donnell explained this ordinance clarifies property owners concerns. Commissioner Buckman questioned why utility companies can send bills to tenants, but the Town can't. Ms. Willets responded the utility companies are multi-million dollar companies and their rules/regulations are different. The Town is required to follow the regulations of the State, and every municipality that Ms. Willets has observed follows the same procedures because of liability. She explained the problems that could arise if the bills were mailed to the tenant instead of the property owner. Ms. Willets concluded by explaining part C sets the same water bill due date so residents know when bills are due, and part D clarifies how residents can pay their bill.

- *Proposed Ordinance 17-06:* Ms. Willets explained this sewer ordinance was written by John Clapp, Town Attorney. She mentioned all the changes under this ordinance align with the Maryland Environmental Article. She mentioned this ordinance sets a consistent due date for sewer bills and establishes slightly different guidelines for delinquent sewer bills because shutting off someone's sewer would cause significant problems. The Board had no questions or concerns.
- *Proposed Policy P17-03:* Ms. Willets explained this policy replaces P12-01 by formally documenting what portion of the service lines near a home owner's property are the Town's responsibility and the owner's responsibility. Under this new policy, the Town would be responsible from the curb box to the main water line, and the property owner would be responsible from the curb box to the building. She added staff has always followed these guidelines; this document just formalizes the guidelines. Frequently, curb boxes are damaged from being run over or hit by a lawn mower. This policy also requires any neglect or misuse (such as with lawn mowers) would be replaced by the property owner. Ms. Willets explained the average cost is between \$30-\$40 to replace the top piece and the curb box stem. For the sewer lines, she mentioned the Town would be responsible from the property line to the main sewer line, and the property owner would be responsible from the property line to the building. Town staff recommended the property line is the best boundary marker because a home owner should not be responsible for digging up the street or any area outside of their property. Commissioner Ritz III asked about the responsibility of the newer developments mentioned in P12-01. Ms. Willets clarified their responsibility doesn't change, and the new boundaries ease the burdens on the rest of the Town. Commissioner Ritz III asked for further clarification of P12-01. Ms. Willets confirmed previously the home owner was responsible from the house to the sewer cleanout, and that P12-01 did not specifically mention sewer cleanout because the language was not clear, but this new policy would establish clear language. Ms. Willets concluded by stating if these items are passed, they will be summarized in the next water bill newsletter.

Set Agenda Items for September 5, 2017 Town Meeting

1. Ordinances to Amend Title 13 Public Services for Consideration.
2. Consideration and Public Hearing Regarding Text Amendments Related to Place of Worship As a Use in Various Sections of the Zoning Ordinance.
3. Updates to the Employee Handbook for Consideration.
4. Town Storm Water Management As Related to Update on MS4 Permit.

III. Sign Approved Text Amendments and/or Resolutions

IV. Adjournment:

Motion to close the meeting by Commissioner Ritz III, second by Commissioner Buckman. Vote: 5-0 in Favor.
With no further business, the August 7, 2017 Town Meeting was adjourned at 10:13 p.m.

Respectfully submitted,

Madeline Shaw
Town Clerk

Approved: September 5, 2017